

Emergency Permits for Administrators

Third Draft

Assistant or Associate Principals

- There should be an emergency permit for assistant principals (however, the actual permit would still read Content Area: Building Level Administrator).
- The prerequisite for the emergency permit for building level administration would be either the proficient practitioner license or the standard/provisional teaching license with two years of full-time teaching experience.
- To be eligible for the emergency permit for building level administration, the person would be required to prove that they had been admitted to an approved, appropriate administration and supervision preparation program leading to the appropriate license, as verified by the preparation program. The person would not be required to hold a master's degree. It should be stressed that "admitted" implies that the person would have passed all entrance requirements (GRE exam, etc.).
- The superintendent of the school district would request this emergency permit and furnish an affidavit identifying the local mentor and his/her qualifications.
- The permit should have a cap of three years with the university verifying completion of appropriate work after the first and second year. The superintendent would then request the extension of the emergency permit for years two and three. Any request for additional years would follow IPSB appeals process.
- The pathway for the career changer interested in the license for building level administrator would be through the teaching route by first establishing the emergency permit for teachers and establishing the proficient practitioner license for teachers with the two years of teaching experience. This route would make the person eligible for the emergency permit for building level administration.
- Upon completion of the preparation program, the person would be issued an initial building administrator license, unless an administration and supervision induction period has been successfully completed for another administrative license.

Building Principals

- There should be an emergency permit for building level administrators.
- To be eligible for the emergency permit for building level administration, the person would be required to hold either a proficient practitioner license or a standard/provisional teaching license with two years of full-time teaching experience.
- To be eligible for the emergency permit for building level administration, the person would be required to prove that they had completed the equivalent of one year under an approved, appropriate preparation program leading to the appropriate license, as verified by the preparation program. The person would be required to hold a master's degree.
- The superintendent of the school district would request this emergency permit and furnish an affidavit identifying the local mentor and his/her qualifications.
- The permit should have a cap of three years with the university verifying completion of appropriate work after the first and second year. The superintendent would then request the extension of the emergency permit for years two and three. Any request for additional years would follow IPSB appeals process.

- The pathway for the career changer interested in the license for building level administrator would be through the teaching route by first establishing the emergency permit for teachers and establishing the proficient practitioner license for teachers with the two years of teaching experience. This route would make the person eligible for the emergency permit for building level administration.
- Upon completion of the preparation program, the person would be issued an initial building administrator license, unless an administration and supervision induction period has been successfully completed for another administrative license.

Director of Exceptional Needs

- There should be an emergency permit for director of exceptional needs.
- To be eligible for the emergency permit for director of exceptional needs, the person would be required to hold either a proficient practitioner exceptional needs teaching license or a standard/provisional exceptional needs teaching license with two years of full-time exceptional needs teaching experience or proficient practitioner school services license or a standard/provisional school services license in speech pathology* or school psychology** with two years of full-time school service experience.
- To be eligible for the emergency permit for director of exceptional needs, the person would be required to prove that they had been admitted to an approved, appropriate administration and supervision preparation program leading to the appropriate license, as verified by the preparation program. The person would be required to hold a master's degree. It should be stressed that "admitted" implies that the person would have passed all entrance requirements (GRE exam, etc.).
- The superintendent of the school district would request this emergency permit and furnish an affidavit identifying the local mentor and his/her qualifications.
- The permit should have a cap of three years with the university verifying completion of appropriate work after the first and second year. The superintendent would then request the extension of the emergency permit for years two and three. Any request for additional years would follow IPSB appeals process.
- The pathway for the career changer interested in the license for director of exceptional needs would be through the teaching route by first establishing the emergency permit for exceptional needs teachers and establishing the proficient practitioner license for teachers with the two years of teaching experience in exceptional needs. This route would make the person eligible for the emergency permit for director of exceptional needs.
- Upon completion of the preparation program, the person would be issued an initial director of exceptional needs license, unless an administration and supervision induction period has been successfully completed for another administrative license.

**The committee understands that the speech pathologist license has not yet been identified as a school services license or an exceptional needs teaching license.*

***The committee has recommended that the IPSB conduct a pilot test to include school counselors as potential inductees for the director of exceptional needs license. If it is determined at a later time that school counselors are added for entry into this license, then they would also be added for entrance into the emergency permit.*

Director of Career and Technical Education

- There should be an emergency permit for director of career and technical education.
- To be eligible for the emergency permit for director of career and technical education, the person would be required to hold either a proficient practitioner career and technical teaching license or a standard/provisional career and technical education teaching license with two years of full-time career and technical teaching experience. A teacher holding a workplace specialist teaching license, two years of experience as a teacher under the workplace specialist license, and a bachelor's degree (in any field) would be eligible for an emergency permit as a director of career and technical education
- To be eligible for the emergency permit for director of career and technical education, the person would be required to prove that they had been admitted to an approved, appropriate administration and supervision preparation program leading to the appropriate license, as verified by the preparation program. The person would not be required to hold a master's degree. It should be stressed that "admitted" implies that the person would have passed all entrance requirements (GRE exam, etc.).
- The superintendent of the school district would request this emergency permit and furnish an affidavit identifying the local mentor and his/her qualifications.
- The permit should have a cap of three years with the university verifying completion of appropriate work after the first and second year. The superintendent would then request the extension of the emergency permit for years two and three. Any request for additional years would follow IPSB appeals process.
- The pathway for the career changer interested in the license for director of career and technical education would be through the teaching route by first establishing the emergency permit for the career and technical education teachers and establishing the proficient practitioner license for teachers with the two years of teaching experience in career and technical education. This route would make the person eligible for the emergency permit for director of career and technical education.
- Upon completion of the preparation program, the person would be issued an initial director of career and technical education license, unless an administration and supervision induction period has been successfully completed for another administrative license.

Director of Curriculum and Instruction

- There should be an emergency permit for director of curriculum and instruction.
- To be eligible for the emergency permit for director of curriculum and instruction, the person would be required to hold either a proficient practitioner teaching license or a standard/provisional teaching license with two years of full-time teaching experience.
- To be eligible for the emergency permit for director of curriculum and instruction, the person would be required to prove that they had been admitted to an approved, appropriate administration and supervision preparation program leading to the appropriate license, as verified by the preparation program. The person would not be required to hold a master's degree. It should be stressed that "admitted" implies that the person would have passed all entrance requirements (GRE exam, etc.).
- The superintendent of the school district would request this emergency permit and furnish an affidavit identifying the local mentor and his/her qualifications.

- The permit should have a cap of three years with the university verifying completion of appropriate work after the first and second year. The superintendent would then request the extension of the emergency permit for years two and three. Any request for additional years would follow IPSB appeals process.
- The pathway for the career changer interested in the license for director of curriculum and instruction would be through the teaching route by first establishing the emergency permit for teachers and establishing the proficient practitioner license for teachers with the two years of teaching experience. This route would make the person eligible for the emergency permit for director of curriculum and instruction.
- Upon completion of the preparation program, the person would be issued an initial director of curriculum and instruction license, unless an administration and supervision induction period has been successfully completed for another administrative license.

Assistant or Associate Superintendent

- There should be an emergency permit for assistant or associate superintendent (however, the actual permit would still read Content Area: Superintendent).
- To be eligible for the emergency permit for district administration, the person would be required to hold either a proficient practitioner teaching license or a standard/provisional teaching license with two years of full-time teaching experience.
- To be eligible for the emergency permit for assistant or associate superintendent, the person would be required to prove that they had been admitted to an approved, appropriate administration and supervision preparation program leading to the appropriate license. The person would be required to hold a master's degree or higher. It should be stressed that "admitted" implies that the person would have passed all entrance requirements (GRE exam, etc.).
- The superintendent of the school district would request this emergency permit and furnish an affidavit identifying the local mentor and his/her qualifications.
- The permit should have a cap of three years with the university verifying completion of appropriate work after the first and second year. The superintendent would then request the extension of the emergency permit for years two and three. Any request for additional years would follow IPSB appeals process.
- The pathway for the career changer interested in the license for assistant or associate superintendent would be through the teaching route by first establishing the emergency permit for teachers and establishing the proficient practitioner license for teachers with the two years of teaching experience. This route would make the person eligible for the emergency permit for assistant or associate superintendent.
- Upon completion of the preparation program, the person would be issued an initial superintendent license, unless an administration and supervision induction period has been successfully completed for another administrative license.

Superintendent

There should not be an emergency permit available for the position of superintendent, with the following rationale:

- Considerable educational expertise is essential for this position. A permit would not take into considerations all the variables required to lead a school district.
- There is no other professional who would supervise the person in this position.
- The legal ramifications and liability issues of allowing a person who is not fully licensed serve as the superintendent could be severe.

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